




FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR SEPTEMBER 30, 2009		

TO

Captain John Carr, Fire Department
Mr. Ken Sands, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Mr. Kevin Sullivan, DOT Planning
Mr. John Thumbi, DOT Traffic
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

DATE: September 30, 2009

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, Melvin Hicks, Ervin McDaniel, Anthony Cataldo, Martin French, Andrea Houseman, Jill Lemke and Brigitte Fessenden for the Department of Planning;
- Kirkland Gabriel and Valorie Lacour for the Department of Transportation;
- Ken Sands for the Parking Authority;
- Vivaldi Nguyen and James Carroll for the Department of Public Works.

Agenda

1. **1001 South Potomac Street – Subdivision, Multi-Family and Townhouse Development**

1001 South Potomac Street – Subdivision, Multi-Family and Townhouse Development

Zoning: R-8

Plans Date: September 25, 2009

Block/Lot: 1885/026 & 027

Urban Renewal: None

Environmental: None

Historic: Canton National Historic Register District

Total Site Area: ±15,000

Gross Square Footage: ±

In addition to Committee Members and Planning staff, in attendance was:

- Bob Rosenfelt, CMR Engineers
- Dawn Clamp, CMR Engineers
- Lisa Junker, CMR Engineers
- Michael Burton, Coastline Architects
- Joan Floura, Floura-Teeter Landscape Architects

Project Summary:

These two sites will be consolidated and re-subdivided for the development of townhouses and multi-family dwellings. The site is now improved with a former church building on lot on lot 27. Lot 26 is unimproved. The former church will have four dwelling units. The two adjacent buildings will have two dwelling units each. The townhomes fronting on South Decker Street will all be single-family dwellings.

Comments & Issues:

- Environmental/Landscaping:
 - The site does not exceed 20,000 sqft, and so Forest Conservation Program requirements do not apply.
 - The site does not require compliance with the Baltimore City Green Building Standards.
 - Add two 3' wide planting strips for the longest runs practical, and two small trees along South Decker Street. These trees will have to be placed between water lines and grouped stoops. Please show radial clearance from the stoops/steps to ensure adequate handicapped paths on the sidewalk.
 - Tree pits on South Decker and Potomac Streets are to be 4' by 8' in dimension, with spreading species. Use of dry pavers in lieu of tree grates is acceptable.
 - The proposed trees in the courtyards should be a small variety, or a tall and narrow variety that can be limbed up to provide adequate driver visibility while backing out of parking spaces.
 - A stormwater facility will be built underground in the center of the common parking access area.
- Parking:
 - At least one parking space is provided for each dwelling unit which meets the Zoning Code requirements for dwelling units in this district (§10-405).

- The proposed driveway is 22.6' in width, which is adequate for two-way circulation.
- Please dimension spaces. Parking pads are shown at 10' by 18' which is acceptable, but please show widths on garage parking spaces in church building, and both dimensions on townhome garage spaces.
- The committee recommends that the common parking access area is posted in some fashion (either by vertical sign or surface painting) that it is a no parking area. Otherwise, vehicles in parking pad or garage spaces may be blocked.
- Historic District:
 - This site is located within the Canton National Register District, and the former church building is an eligible structure. Applicants are not presently anticipating a tax-credit application, but may consider it in the future.
 - The first phase of the project will involve cleaning and repointing the church building, and the second phase will involve interior work.
- Infrastructure:
 - Water lines will connect to surrounding streets.
 - An existing sewer line runs through the adjacent alley. Proposed building sewer lines will be tied into this line, subject to a developer's agreement.
 - Garbage will be picked up by City Sanitation. The committee recommends contacting DPW to ensure they are aware that there will be multiple units in some of these buildings. It is also recommended that the cans are labeled clearly with unit numbers. This may avoid trash service refusing to pick up some of the cans due to One-Plus-One rules.
- Accessibility: The proposed units are fairly low in elevation above the surrounding sidewalks. To the extent practical, please ensure that these homes, or at least a portion of them are visitable or handicapped accessible.
- Zoning Analysis/Board of Municipal and Zoning Appeals (BMZA):
 - Variances will be required for rear and interior side yard setbacks as well as for lot coverage. Work with Martin French in Planning for assistance.
 - The townhomes will be less than 35' in height. The top of the parapet and railings on the rooftop will all remain under 35' in height.
- Plan Adjustments:
 - Please list the gross square footage of the buildings on the revised plans.

Next Steps

- Submit two complete sets of revised plans for final approval and stamp.
- Proceed with BMZA appeals.
- Schedule Planning Commission review for subdivision.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**